



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 1: AC2024-01-01

Bond Counsel Service Continuation for Terminal Expansion

Vendor: Butler Snow, LLP

(Cost: \$200,000.00 Funding: Project Closing Costs)

Proprietary Posting: January 12-19, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Bond Counsel Service Continuation for Terminal Expansion / Butler Snow, LLP		Cost: \$200,000.00
Solicitation No: Proprietary / Amendment	Budgeted, Transferred, or Contingency:	See Below
On-Going Maintenance Cost: N/A	Funding Source:	Project Closing Costs

Attached / Supporting Documents

- Exhibit "A"** – Approved Board Submission, Proprietary Form, Public Notice Posting, Contract Documents and Relevant Correspondence
- Exhibit "B"** – JAA Award No. AC2023-01-06

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) current contractual relationship with Foley & Lardner, LLP (Foley) for bond counsel services resulted from: (i) Request for Proposals No. 16-03-31001; (ii) Office of General Counsel (OGC) approval; and (iii) subsequent Board approval pursuant to JAA Board Submission No. BD2016-09-02, all in accordance with Section 126.310, Jacksonville Ordinance Code (Foley Contract). The duration of JAA’s Foley Contract has been amended through March 31, 2024. The Foley Contract was used to secure financing for JAA’s current Terminal Expansion Project through bond counsel services provided by Foley attorneys, Chauncey Lever and Emily Magee. Mr. Lever has since retired, and Ms. Magee is currently employed by the law firm of Butler Snow, LLP.

For purposes of bond counsel continuity throughout the financing and completion of its Terminal Expansion Project, both Foley and OGC have agreed that it is in JAA best interest to retain and continue its legal relationship with Ms. Magee through her new law firm, Butler Snow, LLP. Please note that, for bond counsel services unrelated to its Terminal Expansion Project, JAA will solicit proposals and return to the Awards Committee for a separate award.

In addition to the above, JAA’s Awards Committee approved JAA Award No. AC2023-01-06 which permits JAA to engage in legal relationships with additional law firms as the need arises. For purposes of clarity, it is requested to JAA Award No. AC2023-01-06 be amended to specifically name the law firm of Butler Snow, LLP, as one of JAA’s legal service providers.

RECOMMENDATION:

Management recommends JAA issue a properly noticed award to Butler Snow, LLP, pursuant to Section 3.09 of the Procurement Code, in an estimated amount of \$200,000.00, for purposes of bond counsel continuity for legal services specifically associated with financing JAA’s Terminal Expansion Project (Project), with a duration lasting until the Project financing process is complete. Legal fees and costs resulting from this award are considered Project closing costs. It is also recommended that JAA Award No. AC2023-01-06 for legal services be amended to specifically name the law firm of Butler Snow, LLP.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Ross Jones, Chief Financial Officer
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Tanya Grandas
Sr. Executive Assistant to CCO & COO _____
Signature and Date

PROCUREMENT REVIEW:

Marilyn Fryar
Contract Administrator _____
Signature and Date

LeNedda Edwards
Director of Procurement _____
Signature and Date

SUBMITTED FOR APPROVAL:

Devin J. Reed
Chief Compliance Officer _____
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 2: AC2024-01-02

**Elevator, Escalator & Moving Walkway Maint. & Repair Services
Vendors: Otis Elevator Company dba Coastal Elevator Company
(Cost: \$2,797,553.64 + \$500,000.00 Contingency Funding:45123 & 44202)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Elevator, Escalator and Moving Walkway Maintenance and Repair Services / Otis Elevator Company	Cost: \$2,797,553.64 +\$500,000.00 Contingency
Solicitation No: RFP No. 24-01-45123	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 45123.77420 44202.77420

Attached / Supporting Documents

- Exhibit "A"** – Scope of Services, Evaluation Matrix, and SPIS
- Exhibit "B"** – Proposal- Otis

BACKGROUND:

The Jacksonville Aviation Authority (JAA) is responsible for the maintenance and repair of the elevators, escalators and moving walkways located at the Jacksonville International Airport (JIA) and the elevators located at Cecil Airport (Cecil). A maintenance contract has been in place to ensure this equipment is properly maintained and in compliance with all applicable regulations and inspections.

On November 6, 2023, Procurement issued Request for Proposals (RFP) No. 24-01-45123 for elevator, escalator and moving walkway maintenance and repair services. On December 7, 2023, Procurement received the following three Proposals:

Company	Score	Five Year Total Contract
Otis Elevator Company	91.14	\$2,797,553.64
Oracle Elevator	76.00	\$2,566,140.00
TK Elevator	35.00	\$4,802,760.68

After review and scoring of the proposals submitted, the evaluation committee unanimously recommended that a contract award be made to Otis Elevator Company.

RECOMMENDATION:

Engineering & Facilities recommends an award be made to Otis Elevator Company, the top ranked and most responsive of three proposers for RFP No. 24-01-45123, for elevator, escalator and moving walkway maintenance and repair services, for an initial three-year term in a not-to-exceed amount of \$1,628,694.12 with renewals of up to two years, in a potential total five-year not-to-exceed amount of \$2,797,553.64. Based upon historical spend data, it is also recommended that an annual repair contingency of \$100,000.00 be included as part of this award. Funding is budgeted within 45123 and 44202.

Year 1	Year 2	Year 3	First Renewal	Second Renewal
\$526,932.00	\$542,739.96	\$559,022.16	\$575,792.88	\$593,066.64

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	David Jones, Sr. Director of Engineering & Facilities
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Tanmay Bhatt
Projects and Contract Manager

Signature and Date

PROCUREMENT REVIEW:

Meghan Miles
Procurement Administrator

Signature and Date

LeNedda Edwards
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 3: AC2024-01-03

**Elevator, Escalator & Moving Walkway Maint. & Repair Services
Vendor: Otis Elevator Company dba Coastal Elevator Company
(Cost: \$79,501.20 Funding: 45123 / 45123 / 44202)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Elevator, Escalator, Moving Walkways Preventive Maintenance and Repair Service / Otis Elevator Company dba Coastal Elevator Company		Cost: \$79,501.20
Solicitation No: Amendment	Budgeted, Transferred, or Contingency:	Budgeted
On-Going Maintenance Cost: N/A	Funding Source:	45123.77420 45123.77280 44202.77280
Attached / Supporting Documents		
Exhibit "A" – JAA Award No. AC2018-06-01S, AC2018-09-05, AC2018-11-06, AC2019-02-07, AC2019-11-04, AC2022-01-03, AC2023-03-02, AC2023-05-02		
Exhibit "B" – Elevator, Escalator and Moving Walkways Spend Analysis		

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) has a contract with Otis Elevator Company *dba* Coastal Elevator Company, pursuant to JAA Award No. AC2018-06-01S and subsequent amendments, for elevator, escalator, and moving walkway maintenance and repair services, as described below:

Award	Description	Amount
AC2018-06-01S	Maintenance and Repair Services (+parts contingency); 5 years	\$2,816,372.40
AC2018-09-05	Increase Initial Year Repair Amount	\$150,000.00
AC2018-11-06	Repair / Replace Four Escalators and Five Elevators	\$900,000.00
AC2019-02-07	Replace Two Moving Walks in the Hourly Garage	\$2,742,000.00
AC2019-11-04	Second Phase Modernization of Elevators 15 & 16	\$400,000.00
AC2022-01-03	Modernization of Freight Elevators 22 & 23	\$400,000.00
AC2023-03-02	Modernization of Elevators 17 & 18	289,080.00
AC2023-05-02	Contract Extension through December 31, 2023 or until new contract solicited and awarded	\$198,328.00
Total Award Amount:		\$7,895,780.40

As a result of ongoing services and repairs, the funds approved on the above-referenced awards are approaching depletion. Therefore, an amendment in the amount of \$79,501.20 is needed for month-to-month maintenance through February 2024 and to close out the contract.

RECOMMENDATION:

Procurement recommends that JAA Award No. AC2018-06-01S, awarded to Otis Elevator Company *dba* Coastal Elevator Company, for elevator, escalator and moving walkways maintenance and repairs, be further amended to increase the contract award by \$79,501.20 to cover additional month-to-month maintenance services through February 2024 and contract close out, for a final total not-to-exceed amount of \$7,975,281.60.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	N/A
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Monica M. Frazier
Contract Administrator

Signature and Date

PROCUREMENT REVIEW:

LeNedda Edwards
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Devin Reed
Chief Compliance Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: ____ Ayes; ____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 4: AC2024-01-04

Propane Gas Purchases

Vendor: Sawyer Gas/AmeriGas Propane LP

(Cost: \$25,265.90 Funding: Various)

Exempt Posting: January 9-15, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Propane Gas Purchases / Sawyer Gas/Amerigas Propane LP	Cost: \$25,265.90
Solicitation No: Exempt	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: Various

Attached / Supporting Documents

- Exhibit "A"** – Propane Gas Spend Analysis
- Exhibit "B"** – Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) made an informal award to Sawyer Gas / Amerigas Propane LP to provide as-needed propane gas to support the Fire Station at the Jacksonville International Airport and various generators at all airport locations. Such purchases are exempt from competition under Section 2.05(A)(4) of the Procurement Code.

Due to on-going needs for propane gas by all airport locations, the approved spending authority is approaching depletion. Therefore, this award is a request to increase funding for propane gas enterprise-wide in the amount of \$25,265.90.

RECOMMENDATION:

Procurement recommends JAA’s informal award to Sawyer Gas / Amerigas Propane LP for propane gas, be amended to increase the not-to-exceed amount by an additional \$25,265.90, for use on an “as-needed” basis through September 30, 2026, resulting in a new potential not-to-exceed award total of \$50,264.90. This award has been properly publicly noticed and is exempt from competition pursuant to Section 2.05(A)(4) of JAA’s Procurement Code. JAA reserves the right to make similar purchases from other vendors when it is in its best interest to do so. Funds are budgeted within various cost centers.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	N/A
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:	
Monica M. Frazier Contract Administrator	_____ Signature and Date
PROCUREMENT REVIEW:	
LeNedda Edwards Director of Procurement	_____ Signature and Date
SUBMITTED FOR APPROVAL:	
Devin Reed Chief Compliance Officer	_____ Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:
 Mark VanLoh
 Chief Executive Officer

Signature and Date

<p>CONDITIONS OF APPROVAL, IF ANY (<i>if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 5: AC2024-01-05

Public Safety and Firehouse Supplies and Equipment

Vendor: GT Distributors, Inc.

(Cost: \$100,000.00 Funding: 46104)

Piggyback Posting: January 12-19, 2024 Facility Security, Fire, and Building

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Public Safety and Firehouse Supplies and Equipment / GT Distributors, Inc.	Cost: \$100,000.00
Solicitation No: Piggyback	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 46104.77390

Attached / Supporting Documents

- Exhibit "A"** – Buy Board Contract 698-23 Price Sheet and Details
- Exhibit "B"** – Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority’s (JAA) Public Safety and Security Division (PSS) requires new and replacement uniforms and accessories for all officers. Officers must be issued new uniforms to replace worn uniforms, based on specifications and JAA logo illustrations to maintain a uniform appearance in accordance with work requirements.

The previous uniform award with Patrick’s Uniform expired on June 30, 2023, and after Procurement and PSS review, an alternative vendor, GT Distributors, has been utilized informally. PSS has been pleased with the customer service and lower pricing available from GT Distributors.

Pursuant to Section 2.05(A)(12) and/or 3.08 of the Procurement Code, Procurement has reviewed BuyBoard Contract No. 698-23 which offers current and favorable pricing on the brands and items that are required for PSS. As such, Procurement is of the opinion that it is in JAA’s best interest to piggyback the contract which was competitively awarded to GT Distributors. Based on historic spend for a full staff, PSS requests \$100,000.00 to be utilized through the contract expiration date of March 31, 2026.

RECOMMENDATION:

The Public Safety and Security Department recommends JAA make a properly noticed, non-exclusive award to GT Distributors, Inc., utilizing BuyBoard Contract No. 698-23, pursuant to Sections 2.05(A)(12) and/or 3.08 of the Procurement Code, in a potential total not-to-exceed amount of \$100,000.00, over a contract term ending March 31, 2026.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Larry "Chip" Monts, Director of Public Safety & Security
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Larry "Chip" Monts
Director of Public Safety & Security

Signature and Date

PROCUREMENT REVIEW:

Meghan Miles
Procurement Administrator

Signature and Date

LeNedda Edwards
Director of Procurement

Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer

Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 6: AC2024-01-06

**THE PLAYERS Championship Sponsorship
Vendor: PGA Tour, Inc.
(Cost: \$94,500.00 Funding: 11001)**

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: THE PLAYERS Championship Sponsorship / PGA Tour, Inc.	Cost: \$94,500.00
Solicitation No: Exempt 2.05(A)(7)	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 11001.77550

Attached / Supporting Documents

Exhibit "A" – Three-year Sponsorship Agreement and Public Notice Posting

BACKGROUND:

In 2009, the Jacksonville Aviation Authority (JAA) began a partnership with the PGA Tour, Inc. This partnership: (i) centers around the annual preeminent golf tournament event held here in NE Florida, originally referred to as "THE PLAYERS Championship", then "TPC", now currently "THE PLAYERS," which brings golfing professionals and their entourages, together with thousands of fans, from across the world to Ponte Vedra Beach, Florida; and (ii) complies with FAA Airport Compliance Manual, FAA Order No. 5190.6B, § 15.9(b), designed to promote public awareness of the JAA's facilities and services.

JAA has again agreed to be a sponsor for the 2024 event at a cost of \$30,000.00. Further, JAA has committed to provide sponsorship for a total of three years: 2024-2026, FY24 - \$30,000.00; FY25 - \$31,500.00; and FY26 - \$33,000.00. Therefore, a total of \$94,500.00 is being requested.

RECOMMENDATION:

Executive Management recommends JAA make a properly noticed award, pursuant to §2.05(A)(7) of the Procurement Code, to PGA Tour, Inc. for a three-year sponsorship of the current tournament, THE PLAYERS, in the amounts of \$30,000.00 for FY2024, \$31,500.00 for FY2025 and \$33,000.00 for FY2026, for a potential total not-to-exceed amount of \$94,500.00.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Melissa Marcha-Lee, Senior Executive Assistant to CEO
Signature:	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>

I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Melissa Marcha-Lee
Senior Executive Assistant to CEO Signature and Date

PROCUREMENT REVIEW:

Meghan Miles
Procurement Administrator Signature and Date

LeNedda Edwards
Director of Procurement Signature and Date

SUBMITTED FOR APPROVAL:

Mark VanLoh
Chief Executive Officer Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: ____ Ayes; ____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer

Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 7: AC2024-01-07

Building & Infrastructure Repairs, Alterations & Restoration Services

Vendor: Gordian

(Cost: \$400,000.00, Various)

Piggyback Posting: January 17 – 24, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Building and Infrastructure Repairs, Alterations and Restoration Services / Gordian	Cost: \$400,000.00
---	---------------------------

Solicitation No: Amendment	Budgeted, Transferred, or Contingency: Budgeted
-----------------------------------	--

On-Going Maintenance Cost: N/A	Funding Source: Various
---------------------------------------	--------------------------------

Attached / Supporting Documents

Exhibit "A" – JAA Award AC2022-06-11 and AC2022-11-10

Exhibit "B" – Sourcewell Contract No. 091620-GG documentation and Updated Public Notice Posting

Exhibit "C" – F-15 proposal

BACKGROUND:

In June 2022, the Jacksonville Aviation Authority (JAA) approved JAA Award No. AC2022-06-11 to Sourcewell to aid Procurement in procuring small construction contractors. Sourcewell, a governmental organization dedicated to helping public agencies through large scale cooperative purchasing initiatives, competitively solicited, and issued Contract Award No. 091620-GGI to Gordian in 2020 with a maturity date of October 1, 2025.

In November 2022, JAA Award No. AC2022-11-10 was also approved to add funding for continued contract utilization for the fabrication and installation of 24 canopies to cover the entrance and exit points of all parking facilities and other small construction projects "as-needed."

Currently, three projects are actively progressing in various stages; however only \$98,398.30 in approved funding remains, requiring additional funds to initiate purchase orders to bring projects to completion. This request is to provide funding for the price proposal reference in Exhibit C and one remaining pricing proposal for repairs to a Herlong Hangar.

RECOMMENDATION:

Engineering & Facilities and Procurement recommend JAA Award No. AC2022-06-11, which was awarded to Gordian and the various authorized contractors approved thereunder for enterprise-wide small construction work, be further amended to increase the available funds for use under this contract by an additional \$400,000.00, for a new total potential not-to-exceed amount of \$1,100,000.00. Funding for this purchase is budgeted within the requesting departments' cost centers and will be verified and approved via JAA's requisition process.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Lauren Scott, Sr. Manager of Aviation Planning & Development
Signature:	

I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (*directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same*).

ORIGINATED AND SUBMITTED FOR APPROVAL BY:

Derek Powder
Sr. Manager Engineering _____
Signature and Date

PROCUREMENT REVIEW:

LeNedda Edwards
Director of Procurement _____
Signature and Date

Devin J. Reed
Chief Compliance Officer _____
Signature and Date

SUBMITTED FOR APPROVAL:

Tony Cugno
Chief Operating Officer _____
Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: ____ Ayes; ____ Nays)

Meeting Date: January 22, 2024 _____
Recording Secretary

CEO APPROVAL:
Mark VanLoh
Chief Executive Officer _____
Signature and Date

CONDITIONS OF APPROVAL, IF ANY (*if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes*):



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 8: AC2024-01-08

HP Latex 64" Printer

Vendor: Grimco Inc.

(Cost: \$29,432.00 Funding: 45133 Small Cap)

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: HP Latex 64" Printer / Grimco Inc.	Cost: \$29,432.00
Solicitation No: ITB No. 24-04-45123	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: \$500/year	Funding Source: 45133 Small Cap

Attached / Supporting Documents

- Exhibit "A"** – ITB No. 24-04-45123 Specifications, Matrix, SPIS, and email clarification.
- Exhibit "B"** – Grimco, Inc.'s Bid Form

BACKGROUND:

The Jacksonville Aviation Authority (JAA) currently owns one Hewlett Packard (HP) Latex printer and currently has no backup for the Sign Shop’s 2016 Latex Printer. The Sign Shop’s printer currently performs duties to support JAA’s entire Airport System. Parts, materials, and support are becoming more difficult to procure. The new HP Latex printer will be an integral part of the Sign Shop while increasing productivity and quality. It also has the capacity to produce the quality of graphics that is required from JAA.

On December 27, 2023, Procurement issued Invitation to Bid (ITB) No. 24-04-45123 to procure the HP Latex 800 Printer. On January 9, 2024, Procurement received the three conforming responses as listed below. One non-conforming response was rejected due to submission of an incorrect bid form.

Bidder	Pricing
Grimco Inc.	\$29,432.00
Technology International Inc.	\$32,850.00
Treasure Coast Contractor Inc.	\$35,000.00

Grimco Inc. was the lowest and most responsive bidder for the purchase of one HP Latex 800 W Printer, Model 3XD61A.

RECOMMENDATION:

Engineering & Facilities recommends JAA make a properly noticed award to Grimco Inc., the lowest of three responsive bidders to ITB No. 24-04-45123, for the purchase of one HP Latex 800 W Printer for the use in JAA’s Sign Shop, in a total amount of \$29,432.00. Funds are budgeted within 45133 Small Capital.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Lauren Scott, Sr. Mgr. Aviation Planning & Development
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:	
Robert Speight Sr. Mgr. Airside Facilities	_____ Signature and Date
PROCUREMENT REVIEW: Samantha Smid Procurement Administrator	_____ Signature and Date
LeNedda Edwards Director of Procurement	_____ Signature and Date
SUBMITTED FOR APPROVAL:	
Tony Cugno Chief Operating Officer	_____ Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

<p>CONDITIONS OF APPROVAL, IF ANY (<i>if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 9: AC2024-01-09

First Coast Radio System Access

Vendor: City of Jacksonville

(Cost: \$36,010.32 + \$3,397.20 Contingency Funding: 24001)

Sole Source Posting: January 9-15, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: First Coast Radio System Access / City of Jacksonville	Cost: \$36,010.32 (+contingency \$3,397.20)
Solicitation No: Amendment/Sole Source	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: N/A	Funding Source: 24001.77280

Attached / Supporting Documents

- Exhibit "A"** – JAA Award AC2021-09-20 and City of Jacksonville Notice of FY24 Rates
- Exhibit "B"** – Public Notice Posting and Sole Source Form

BACKGROUND:

On September 20, 2021, the Jacksonville Aviation Authority’s (JAA) Awards Committee approved JAA Award No. AC2021-09-20 to the City of Jacksonville (COJ) for use of its First Coast Radio System, for JAA’s Police and Operations communications with other COJ agencies such as Jacksonville Fire and Rescue and the Jacksonville Sheriff’s Office. The award authorized funding for services for two years in a total not-to-exceed amount of \$86,877.60. The authorized funding is reaching depletion and requires approval to increase spending authority.

COJ calculates a per radio rate each year, and the rate varies based on anticipated system costs and upgrades. The expected rate for FY24 is \$28.31. JAA maintains 106 radios, so the extended annual cost at this rate is \$36,010.32, which will cover the contract period of October 1, 2023, through September 30, 2024.

It should be noted that changing the quantity of radios on the system, or changes to future rates will affect the amount JAA is required to pay.

Additionally, Information Technology would like to request a contingency amount to cover 10 additional radios for the contract period.

RECOMMENDATION:

Information Technology recommends JAA Award No. AC2021-09-20, awarded to the City of Jacksonville (COJ) for use of its First Coast Radio System, be amended, pursuant to Section 3.09 of the Procurement Code, to: (i) extend the use of services with the COJ through FY24; and (ii) increase the funding by \$39,407.52, for a new total potential not-to-exceed award amount of \$126,285.12. Funds for these services are available within 24001 cost center.

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Steven Schultz, Director of Information Technology
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:	
Steven Schultz Director of Information Technology	_____ Signature and Date
PROCUREMENT REVIEW:	
Monica M. Frazier Contract Administrator	_____ Signature and Date
LeNedda Edwards Director of Procurement	_____ Signature and Date
SUBMITTED FOR APPROVAL:	
Ross Jones Chief Financial Officer	_____ Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

<p>CONDITIONS OF APPROVAL, IF ANY (<i>if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>



JACKSONVILLE AVIATION AUTHORITY AWARDS COMMITTEE MEETING AGENDA

January 22, 2024

In accordance with JAA Standard Practice No. 216, the above-referenced meeting was properly noticed to the public pursuant to Florida's Public Meeting and Sunshine Laws and is being held at approximately 11:00 a.m. at the JAA Administration Building, 14201 Pecan Park Road, Jacksonville, Florida 32218. The following represents an agenda of the items requiring action, recommendations and/or votes of JAA's Awards Committee and, pursuant to § 286.011(2), Florida Statutes, minutes of this meeting will be made available upon request. *The vendors referenced in the award submissions below have been verified against the Excluded Parties List System maintained by the General Services Administration at <https://www.sam.gov/portal/public/SAM/>.*

Noticed Agenda Item

(Exhibits available upon request)

Item 10: AC2024-01-10

Hyperproof Cloud Software
Vendor: Tevora Business Solutions, Inc.
(Cost: \$96,000.00 Funding: 24001)
Piggyback Posting: January 17-24, 2024

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Subject/Awardee: Highly Adaptive Cybersecurity Services / Tevora Business Solutions, Inc.	Cost: \$96,000.00
Solicitation No: Piggyback	Budgeted, Transferred, or Contingency: Budgeted
On-Going Maintenance Cost: \$32,000.00	Funding Source: 24001

Attached / Supporting Documents

- Exhibit "A"** – Tevora Quote and Hyperproof Summary
- Exhibit "B"** – GSA Contract No. 47QTCA22D008K documentation and Public Notice Posting

BACKGROUND:

The Jacksonville Aviation Authority (JAA) has had increasing cyber-security requirements from various sources, such as the TSA Emergency Amendment, Payment Card Industry, Florida Department of Law Enforcement, and Florida House Bill 7055. In addition, there is movement towards regulatory requirements from Federal Aviation Administration related to Spaceport.

Meeting these regulatory requirements requires matching detailed requirements, which may be hundreds of items, with how JAA meets those requirements, and then matching to evidence supporting compliance. This has become an increasingly difficult task and has been highly manual and subject to human error. To help ensure that compliance items are not missed JAA’s Information Technology Department (JAA IT) recommends a solution to track these requirements and associate them to proof documentation.

JAA IT has reviewed several solutions available on the market place, and Hyperproof meets all of JAA’s needs and is available through a General Services Administration (GSA) contract. Pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA’s Procurement Code, Procurement has reviewed GSA Contract No. 47QTCA22D008K for Highly Adaptive Cybersecurity Services which offers HyperProof at current and favorable pricing. Therefore, Procurement is of the opinion that it is in JAA’s best interest to piggyback or utilize this contract, which was competitively awarded to Tevora Business Solutions, Inc., with a contract expiration of May 15, 2027.

RECOMMENDATION:

Information Technology recommends JAA make a properly noticed award to Tevora Business Solutions, Inc., utilizing GSA Contract No. 47QTCA22D008K, pursuant to Sections 2.05(A)(12) and/or 3.08 of JAA’s Procurement Code, for Highly Adaptive Cybersecurity Services, in an initial year amount of \$32,000.00, with renewals of up to two years at JAA’s sole discretion, for a total not-to-exceed potential award amount of \$96,000.00.

Initial Three-Year Term	1 st Renewal	2 nd Renewal
\$32,000.00	\$32,000.00	\$32,000.00

SUBMISSION FOR AWARDS COMMITTEE APPROVAL

Verification of Funding	
Title:	Steven Schultz, Director, Information Technology
Signature:	<p>I have verified that there are budgeted funds in the above-referenced funding source that are sufficient to cover the amount of this award submission (<i>directors or their designees may verify funding; however, verification of an award submission that is unbudgeted or that requires transferred or contingency funding must also attach approved documentation evidencing the same</i>).</p>

ORIGINATED AND SUBMITTED FOR APPROVAL BY:	
Name: Steven Schultz	
Title: Director, Information Technology	Signature and Date
PROCUREMENT REVIEW:	
Samantha Smid	
Procurement Administrator	Signature and Date
LeNedda Edwards	
Director of Procurement	Signature and Date
SUBMITTED FOR APPROVAL:	
Ross Jones	
Chief Financial Officer	Signature and Date

AWARDS COMMITTEE APPROVAL / DENIAL: (Vote: _____ Ayes; _____ Nays)

Meeting Date: January 22, 2024

Recording Secretary

CEO APPROVAL:

Mark VanLoh
Chief Executive Officer

Signature and Date

<p>CONDITIONS OF APPROVAL, IF ANY (<i>if over \$1,000,000.00, Board approval or ratification must be made pursuant to Sec 332.0075(3)(b), Florida Statutes</i>):</p>
